

# CASINO NIGHT PERMIT APPLICATION

Montana Department of Justice, Gambling Control Division  
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## OFFICE USE ONLY

CHECK \_\_\_\_\_ NO.: \_\_\_\_\_  
CHECK AMOUNT: \_\_\_\_\_  
REFUND: \_\_\_\_\_

## PERMIT FEE: \$25.00

A nonprofit organization may apply to the department for a casino night permit by submitting a casino night permit application. The application must be received at least **10 working days** before the proposed start of the casino night. The department may process an application received by FAX but shall not issue a permit until it receives the fee. (See page 2 for applicable Statutes and Administrative Rules.)

APPLICANT: (NAME OF ORGANIZATION)			
APPLICANT'S ADDRESS: (STREET & PO BOX)			
(CITY, STATE & ZIP)			
LOCATION OF CASINO NIGHT:			
DATE OF CASINO NIGHT:		START AND END TIME:	

Federal ID Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

### CHECK BOXES FOR GAMES BEING CONDUCTED:

☐ Poker (list type of game): \_\_\_\_\_

☐ Keno

☐ Bingo

☐ Raffles

### INTENDED USE OF PROCEEDS FROM CASINO NIGHT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### NAME AND ADDRESS OF MEMBER RESPONSIBLE FOR MANAGING CASINO NIGHT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### NAME AND ADDRESS OF APPLICANT'S OFFICERS:

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

ATTACH A COPY OF RULES USED TO CONDUCT YOUR CASINO NIGHT  
AND A COPY OF YOUR ORGANIZATION'S NONPROFIT STATUS

RULES MUST INCLUDE: • Value of imitation money • Amount of entry fee • Method of awarding prizes

I CERTIFY THAT THIS INFORMATION IS TRUE AND CORRECT

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

AUTHORIZED SIGNATURE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PRINT NAME OF PERSON SIGNING

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE

STAPLE PAYMENT  
HERE

PHONE NUMBER – Please list a number you can be reached at from 8:00a.m. to 5:00p.m., Monday through Friday.

## **SELECTED MONTANA CODE ANNOTATED AND ADMINISTRATIVE RULE EXCERPTS**

(To obtain a complete copy of the rules and statutes, send \$10.00 by check only, made out to "State Treasurer", to the address shown on this form.)

**Mont. Code Ann. § 23-5-702.** Casino nights authorized. (1) A nonprofit organization may conduct or participate in a casino night. (2) The following gambling activities may be conducted during a casino night:

- (a) live card games authorized under 23-5-311; (b) live bingo and keno games; and (c) raffles.

**Mont. Code Ann. § 23-5-710.** Requirements for conducting casino nights. A nonprofit organization that has obtained a permit under 23-5-706 shall conduct a casino night in compliance with the following conditions:

- (1)
  - (a) Except as provided in subsection (1)(b), a casino night may not last more than 12 consecutive hours.
  - (b) A casino night may be split into two separate, 6-consecutive hour sessions that may not be held on the same day but must be held in the same calendar year.
- (2) The casino night must be managed and operated only by members of the nonprofit organization that was issued the permit under 23-5-706. The members may not be compensated for their services.
- (3) Only merchandise or cash may be awarded as prizes.
- (4) Proceeds derived from the casino night, after payment of reasonable administrative expenses, may be used only for a civic, charitable, or educational purpose, and administrative expenses may not exceed 50% of the proceeds.
- (5) If cash prizes are awarded, the prizes for bingo and keno may not exceed the prize limits established in 23-5-412. Live card games must be limited to those authorized in 23-5-311, and the prizes may not exceed the prize amount established in 23-5-312.
- (6) A casino night may not include a card game tournament provided for in 23-5-317.

### **Montana Administrative Rules**

**23.16.3101 DEFINITIONS** For the purposes of ARM 23.16.3102 through 23.16.3104, the following definitions apply:

- (1) "Casino night" means a fundraising event as defined in 23-5-701, MCA.
- (2) "Imitation money" means script, chips, tokens, or similar items that have an assigned value at a casino night that is greater than the value of the currency for which it is exchanged and that has no other value except for that value assigned at the casino night.

**23.16.3102 APPLICATION FOR PERMIT** (1) A nonprofit organization as defined in 23-5-112, MCA, may apply to the department for a casino night permit by submitting a casino night permit application (form 11), which is available upon request from the department.

- (2) In addition to the information required in 23-5-705, MCA, the application must include:
  - (a) a list of the games to be conducted during the casino night;
  - (b) the name and address of the member of the nonprofit organization responsible for managing the casino night;
  - (c) the intended use of the proceeds from the casino night;
  - (d) a \$25 permit fee;
  - (e) a copy of the rules to be used to conduct the casino night as provided for in ARM 23.16.3103; and
  - (f) a copy of the organization's charter, certificate of incorporation as a nonprofit organization issued by the Montana secretary of state, or other similar evidence of nonprofit status.
- (3) A casino night permit may not be issued unless the application is dated and signed by the applicant and contains the information and attachments required in (2).
- (4) An application for a casino night permit must be received by the department at least 10 working days before the proposed start of the casino night. The department may process an application received by FAX but shall not issue a permit on such an application until the fee is received by the department.

**23.16.3103 GENERAL REQUIREMENTS** (1) A casino night must be conducted in accordance with Title 23, chapter 5, part 7, MCA, department rules, and the following requirements:

- (a) The casino night permit issued by the department must be posted and clearly visible to persons participating in the casino night.
- (b) Only those types of gambling activities for which the permit was issued may be conducted during the casino night.
- (c) The casino night may be conducted only at the location for which the permit was issued and by the nonprofit organization issued the permit.
- (d) Before conducting a casino night, the nonprofit organization shall develop rules governing the type of gambling activities to be conducted during the casino night and the manner in which they are to be conducted. The rules must identify amount of the entry fee, value assigned to the imitation money and amount distributed to each participant, and the method for awarding prizes.
- (e) Imitation money may be issued only during the casino night, and the money may not be redeemed by the permittee after the casino night has ended.
- (f) No cash, currency, or other form of consideration may be used during the casino night except for imitation money as provided for in the casino night house rules.
- (g) Only merchandise may be awarded as prizes. The value of the merchandise is not restricted to the prize limitation provided for in 23-5-312, 23-5-412, or 23-5-413, MCA.
- (h) A prize may not be awarded in connection with the casino night to a person who was not present at the event and personally made the wager or personally obtained the ticket or chance resulting in the award payment.
- (i) A person under age 18 may not assist in operating or managing a casino night or participate as a player in any casino night activity, except for a raffle.
- (j) The organization issued the permit and the person identified as the manager of the casino night is responsible for ensuring compliance with Title 23, chapter 5, part 7, MCA, and department rules.

**23.16.3104 REPORTING REQUIREMENTS** (1) Within 30 days after a casino night is held, the nonprofit organization shall submit to the department a casino night report (form 12), which is available upon request from the department. A nonprofit organization that knowingly fails to file the report within the time required may not receive additional casino night permits.

- (2) The report must contain the following information:
  - (a) total receipts collected from the casino night;
  - (b) total administrative expenses;
  - (c) total value of prizes awarded;
  - (d) total amount used for a civic, charitable, or educational purpose; and
  - (e) a description of the civic, charitable, or educational purpose for which the proceeds were used, including the name of any entity receiving proceeds.